

BMP Summary Sheet

MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4a-1 (Permit Section V.G.4.a)

BMP Title:	ORDINANCE OR OTHER REGULATORY MECHANISM
Target Audience:	Construction Crews, Developers, Contractors, Home Builders
BMP Description: Ordinance 12.02 requires the use of BMPs when developing property within the City. Ordinance 12.02 Erosion and Sediment Control Subd. 1. Construction Site Erosion, Sediment and Drainage Control. A. During the development of property in the City of Mankato, best management practices shall be employed to control water runoff and sediment erosion on adjacent properties, streets, storm drains, ponding areas, or other water courses. B. Best management practices shall conform with the following guidelines: 1. Property and streets adjacent to the site of a land disturbance shall be protected from sediment deposition. This shall be accomplished by preserving a well-vegetated buffer strip around the lower perimeter of the land disturbance, by installing perimeter controls such as sediment barriers, filters, dikes or sediment basins, by stockpiling soil in appropriate locations or by a combination of such measures. 2. All storm sewer inlets which are functioning during construction shall be protected so that sediment-laden water will not enter the conveyance system without first being filtered or otherwise treated to remove sediment. 3. Property and waterways downstream from development sites shall be protected from flooding and erosion due to increases in the volume, velocity and peak water flow rate of storm water runoff. Concentrated storm runoff water leaving a development's site must be discharged directly into a well-defined natural or man-made off-site receiving channel or pipe. 4. A permanent vegetative cover shall be established on denuded areas not otherwise permanently stabilized forthwith after land disturbing activity is complete. 5. Whenever construction vehicles access public roads, provision shall be made to minimize the transport of sediment by runoff or vehicle tracking onto the paved surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. 6. All temporary and permanent erosion and sediment control practices shall be maintained and repaired to assure the continued performance of their intended function. 7. All temporary erosion and sediment control measures shall be removed within thirty (30) days after final site stabilization is achieved or after the temporary measures are no longer needed. C. The City's Building Official may issue stop work orders for any violation of this ordinance. (Ord. of 12-13-93) Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.	
Measurable Goals: The City of Mankato will be able to quantify the work done on this BMP by: <ul style="list-style-type: none">• # of stop work orders issued.	
Timeline/Implementation Schedule: Baseline – The City has an ordinance that addresses erosion and sediment controls for construction sites. 2007-2011 – Annually review the ordinance and amend if necessary.	
Specific Components and Notes:	
Responsible Party for this BMP: Name: Emily Javens, PE, CPESC Department: Engineering Phone: (507) 387-8643 E-mail: stormwater@city.mankato.mn.us	Recordkeeping & Reporting # of Stop Work Orders (SWO) 2007: SWO = _____ 2008: SWO = _____ 2009: SWO = _____ 2010: SWO = _____ Note: "2007" refers to the Construction Season of 2007, "2008" refers to the Construction season of 2008. etc.

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MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4b-1 (Permit Section V.G.4.b)

BMP Title:

CONSTRUCTION SITE IMPLEMENTATION OF EROSION AND SEDIMENT CONTROL BMPs

Target Audience: Construction Crews, Developers, Contractors, Home Builders

BMP Description:

Starting in February of 2007, contractors will be required to sign the legal notice shown below when applying for a building permit. It reminds them of Ordinances 3.33 (see BMP Sheet 3b-1) and Ordinance 12.02 (see BMP Sheet 4a-1) and the associated consequences. The notice also lets them know that there will be no further warnings.



*****LEGAL NOTICE*****

STORM WATER MANAGEMENT REQUIREMENTS

In accordance with Federal Regulation 40 CFR 122.26, Minnesota Statute 115.03, and Minnesota Rules Chapter 7090, the City of Mankato is issuing this legal notice as part of its Storm Water Pollution Prevention Program.

As the Permit Owner, I understand that at any time during this construction period I am responsible for the proper management of this site. This includes actions by all contractors, sub-contractors, suppliers, utility contractors, deliveries of any kind or any other person visiting the site, or any condition changes that might be considered an act of God.

Mankato City Ordinance 3.33 prohibits anything other than storm water from entering the storm drain system. If at any time mud, silt and other debris migrates from your construction site onto the City street, you are in violation of this code. Ordinance 12.02 states that any material that does migrate onto the street must be cleaned by the end of each day. Any material found on the street the following morning will be cleaned by City crews and the Permit Owner will be responsible for any and all costs incurred. The cleanup will include a sweeping of the road surface, cleaning catch basins and storm water pipes to restore them to their original conditions. The minimum charge will be mobilization cost and one hour labor and equipment (2007 minimum rate is \$238). Furthermore, failure to implement best management practices to keep material on the construction site may result in a stop work order as described in Ordinance 12.02. The Permit Owner will receive no other notices. Please be prepared for inspections to occur on a regular basis.

Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.

Measurable Goals:

The City of Mankato will be able to quantify the work done on this BMP by:

- # of signed legal notices.

Timeline/Implementation Schedule:

Baseline – The City has started requiring contractors to sign a legal notice reminding them of BMP requirements.
2008 – 2011 – Annually review the legal notice and amend as necessary.

Specific Components and Notes:

Resources Needed:

- Staff time to issue and amend legal notices.

Responsible Party for this BMP:

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Recordkeeping & Reporting

of Signed Legal Notices (LN)

2007: LN = _____

2008: LN = _____

2009: LN = _____

2010: LN = _____

2011: LN = _____

BMP Summary Sheet

MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4c-1 (Permit Section V.G.4.c)

BMP Title:	WASTE CONTROLS FOR CONSTRUCTION SITE OPERATORS
Target Audience:	Construction Crews, Developers, Contractors, Home Builders
BMP Description:	
<p>At the start of the City's MS4 SWPPP planning, the City did not have any requirements that exceed current state and federal regulations. As part of the MS4 SWPPP planning, a survey was given to various City field staff to determine the perceived severity of waste control issues on construction sites in Mankato. The results of the survey indicated that most waste seems to be handled appropriately, yet there is room for improvement. The improper disposal of litter and concrete washout were the two areas of greatest concern. In 2007, the City will evaluate our City Construction Specifications and add language that would more clearly define the proper methods of disposal for litter and concrete washout. By the 2008 construction season, procedures will be in place to enforce violations associated with the improper disposal of concrete washout and litter. Annually, the City will review current waste control issues, policies, and procedures. If new waste control issues are identified, new policies and procedures will be researched and implemented for the following construction season.</p>	
Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.	
Measurable Goals:	
<p>The City of Mankato will measure and show effectiveness by:</p> <ul style="list-style-type: none"> • On-time completion of tasks in the implementation schedule. <p>The City of Mankato will be able to quantify the work done on this BMP by:</p> <ul style="list-style-type: none"> • # of new waste control measures that need to be addressed annually. • # of waste control violations and enforcement actions reported annually. 	
Timeline/Implementation Schedule:	
<p>Baseline – The City does not have any requirements that exceed state and federal guidelines for waste controls.</p> <p>2007 – Determine methods to better handle waste control measures for concrete washout and litter.</p> <p>2008 – Start enforcement procedures for non-compliance.</p> <p>2009-2011 – Annually review policies and amend if necessary.</p>	
Specific Components and Notes: Resources Needed: <ul style="list-style-type: none"> • Staff time to research methods of handling waste locally. • Staff time to investigate complaints and violations. 	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; background-color: #d3d3d3;">Recordkeeping & Reporting:</p> <p># of waste controls addressed in City Construction Specifications (WC)</p> <p># of waste control violations (WCV)</p> <p>2007: WC = _____ WCV = _____</p> <p>2008: WC = _____ WCV = _____</p> <p>2009: WC = _____ WCV = _____</p> <p>2010: WC = _____ WCV = _____</p> <p style="font-size: small;">2007 = Construction Season of 2007; 2008 = Construction Season of 2008. etc.</p> </div>
Responsible Party for this BMP:	
<p>Name: Emily Javens, PE, CPESC</p> <p>Department: Engineering</p> <p>Phone: (507) 387-8643</p> <p>E-mail: stormwater@city.mankato.mn.us</p>	

BMP Summary Sheet

MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4d-1 (Permit Section V.G.4.d)

BMP Title: PROCEDURE FOR SITE PLAN REVIEW	
Target Audience: Construction Crews, Developers, Contractors, Home Builders	
BMP Description: At the start of the City's MS4 SWPPP planning, the City had a site plan review process outlined in Ordinance 10.90. All City departments review the plans. In order to make the process more effective, the City will develop an erosion and sediment control checklist for site plan review and make it available to those submitting plans. Building permits will not be issued until appropriate erosion prevention and sediment control measures have been designed and submitted.	
Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.	
Measurable Goals: The City of Mankato will measure and show effectiveness by: <ul style="list-style-type: none">• On-time completion of tasks in the implementation schedule. The City of Mankato will be able to quantify the work done on this BMP by: <ul style="list-style-type: none">• # of site plans reviewed.	
Timeline/Implementation Schedule: Baseline – The City does not have a formal process for erosion and sediment control site plan review. 2007 – Develop checklist. 2008 – Distribute checklist to parties submitting plans to the Planning Commission. 2008 – Begin using checklist to review site plans. 2009-2011 – Annually review the checklist and amend if necessary.	
Specific Components and Notes: Resources Needed: <ul style="list-style-type: none">• Staff time to develop checklist.• Staff time to notify parties submitting plans.• Staff time to conduct site plan reviews.	Recordkeeping & Reporting: # of Site Plans Reviewed for Erosion and Sediment Control (SPR) 2008: SPR = _____ 2009: SPR = _____ 2010: SPR = _____ 2011: SPR = _____ <small>Note: 2008 = June 2007 – June 2008; 2009 = June 2008 – June 2009; 2010 = June 2009 – June 2010; 2011 = June 2010 – June 2011</small>
Responsible Party for this BMP: Name: Emily Javens, PE, CPESC Department: Engineering Phone: (507) 387-8643 E-mail: stormwater@city.mankato.mn.us	

BMP Summary Sheet

MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4e-1 (Permit Section V.G.4.e)

BMP Title: **ESTABLISHMENT OF PROCEDURES FOR THE RECEIPT AND CONSIDERATION OF REPORTS OF STORM WATER NONCOMPLIANCE**

Target Audience: Citizens

BMP Description:

At the start of the City's MS4 SWPPP planning, the City did not have a formal procedure for receiving and responding to complaints related to construction site storm water runoff non-compliance. In early 2007, the City submitted a request to add the following listings to the phone book:

Mankato, City of Engineering

Erosion and Sediment Control (507) 387-8643

Storm Water Pollution Prevention.....(507) 387-8643

During 2007, the City will adopt formal procedures that will track complaints from start to finish. The City will also add the capabilities to report non-compliance through our website.

Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.

Measurable Goals:

The City of Mankato will measure and show effectiveness by:

- On-time completion of tasks in the implementation schedule

The City of Mankato will be able to quantify the work done on this BMP by:

- # of complaints received.
- # of enforcement actions.

Timeline/Implementation Schedule:

Baseline – The City currently does not have a formal procedure for receiving and responding to complaints related to storm water pollution, however has set up a listing for the next printing of the phonebook.

2007 – Establish procedures to handle complaints.

2008-2011 – Annually review policies and procedures and amend if necessary.

Specific Components and Notes:

Resources Needed-

- Staff time to develop procedures to handle complaints.
- Staff time to investigate complaints.
- Staff time to record investigation findings.

Responsible Party for this BMP:

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Recordkeeping & Reporting:

of complaints received (C)

of enforcement actions (EA)

2007: C = _____ EA = _____

2008: C = _____ EA = _____

2009: C = _____ EA = _____

2010: C = _____ EA = _____

Note: 2007 = Jan 2007 – Dec 2007; 2008 = Jan 2008 – Dec 2008, etc.

BMP Summary Sheet

MS4 Name: City of Mankato, MN

Minimum Control Measure: 4-CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Unique BMP Identification Number: 4f-1 (Permit Section V.G.4.f)

BMP Title:

ESTABLISHMENT OF PROCEDURES FOR SITE INSPECTIONS AND ENFORCEMENT

Target Audience: Construction Crews, Developers, Contractors, Home Builders

BMP Description:

At the start of the City's MS4 SWPPP planning, the City did not have a procedure for conducting site inspections or enforcement actions. The City relied mainly on the MPCA to enforce non-compliance with construction site runoff. The exception was that the City would notify contractors to clean up the street if tracking occurred. If the streets were not cleaned up within 24 hours, the City cleaned the street and storm drains with the costs of the cleanup charged to the contractor. Site inspections will begin on a regular basis starting with the 2007 construction season. Procedures will be modified on an annual basis to accommodate lessons learned from the season's construction inspection experiences.

Location(s) in SWPPP of detailed information relating to this BMP: The information included or referenced on this Summary Sheet is intended to meet all SWPPP requirements for this BMP.

Measurable Goals:

The City of Mankato will measure and show effectiveness by:

- On-time completion of tasks in the implementation schedule

The City of Mankato will be able to quantify the work done on this BMP by:

- # of inspections completed.
- # of enforcement actions.

Timeline/Implementation Schedule:

Baseline – The City does not have a formal process for inspecting construction sites and enforcing ordinances.

2007 – Create procedures for inspections.

2007 – Begin inspections during the 2007 construction season.

2007 – Begin enforcement actions for non-compliance.

2008-2011 – Annually review policies and procedures and amend if necessary.

Specific Components and Notes:

Resources needed:

- Staff time to develop a site inspection program.
- Staff time to educate contractors about new procedures.
- Staff time to conduct site inspections.

Responsible Party for this BMP:

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Recordkeeping & Reporting

of Site Inspections (SI)

of Enforcement Actions (EA)

2007: SI = _____ EA = _____

2008: SI = _____ EA = _____

2009: SI = _____ EA = _____

2010: SI = _____ EA = _____

Note: 2007 refers to the construction season of 2007, 2008 refers to the construction season of 2008, etc.